

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this request sheet and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.


Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance, (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025

General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification <i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name San Bruno		County San Mateo	
Authorized Signature 		Title City Manager	
Type/Print Name of Person Signing Connie Jackson	Date January 31, 2005	Phone (650) 616-7056	
Person Completing This Form (please print or type) Susan V Collins, Hilton Farnkopf & Hobson, LLC (949) 251-8586, fax: 949-251-9741 scollins@hfh-consultants.com		Title Senior Manager	
Phone (650) 616-7088, Phil Smith-Hanes, City of San Bruno	E-mail Address PSmithHanes@ci.sanbruno.ca.us	Fax (650) 873-0285	
Mailing Address 567 El Camino Real	City San Bruno	State CA	ZIP Code 94066

Section II - Cover Sheet

May 11, 2005

Agenda Item 22
Attachment 2

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested 2004 and 2005

Is this a second request? ☒ No ☐ Yes Specific years requested
(Note: Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (Not allowed for Regional Agencies).**

Specific ADR requested %, for the years .

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested %, for the years .

(Note: Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

Note: Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

Section IIIA—TIME EXTENSION

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).

1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

Achieving the numerical AB 939 diversion goals has been a challenge for the City of San Bruno in recent years, mainly due to the downturn in the economy in the County of San Mateo, and the resulting drop in the area's adjustment factors. The City of San Bruno has received a "Good Faith Effort" during each of the last two biennial review cycles. The City's diversion rates have been 47% in 1999, 49% in 2000, 51% in 2001 and 41% in 2002. During this time period, the adjustment factors for San Mateo County have steadily declined, which has resulted in lower calculated diversion rates even when the City's waste disposal levels fell. If the adjustment factors had remained as they were in the year 2000, the City's year 2003 diversion rate would have been 55% (as opposed to 47%). In addition to the challenges of declining adjustment factors, the City's disposal totals have fluctuated by 4,000 to 5,000 tons from year to year, an annual change of over 10%.

The City has also experienced sudden increases in its disposal tonnage. This occurred during one quarter in 2002, and most recently, in the second quarter of 2004. The disposal total for that quarter was approximately 25% higher than the previous several quarters. The City needs to investigate the reason for this disposal "spike." In both cases, the disposal spikes caused a significant decrease in the City's diversion rate. Also, in both cases, the waste collected by the City's exclusive franchise hauler did not increase significantly, so the extra tonnage was hauled by other entities.

However, despite the numerical challenges of meeting the 50% diversion goal, the City has been well pleased with the progress of its diversion programs. The City has in place a full complement of diversion programs, and is assisted in this effort by program implementation by their hauler, San Bruno Garbage Company, and by the County of San Mateo. The City's programs affect every significant segment of the waste stream, including single-family residential, multi-family residential, commercial, industrial and construction and demolition debris. The most recently implemented large scale program was the Construction and Demolition debris ordinance, which was passed in April, 2002.

The City needs more time, however, to make improvements to certain programs so that those programs actually divert more materials. In particular, the City needs more time to improve participation in its multi-family and commercial recycling program, to refine its C&D ordinance process and increase participation, to investigate the disposal spike that occurred in the second quarter of 2004, and to send public education materials to contractors.

2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.

The City has recently learned of higher than average disposal tonnages in the second quarter of 2004, which is the most recent quarter for which disposal data are available. The City believes that its 2004 diversion rate will fall below 2003 levels, and so the City wishes to take action to increase its diversion rate by strengthening existing diversion programs. The City believes that it can strengthen its diversion programs, as described in the "Plan of Correction" section of this document, during 2005.

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

The City of San Bruno has 32 active programs in its PARIS listing. The major programs, such as curbside recycling, curbside green waste, multi-family recycling, commercial recycling, transfer station recycling and C/D ordinance, have all shown tonnage gains over the last few years. Each year, the City actively implements these programs, seeks out new recycling customers, and provides new and continued public education materials and messages.

4. Provide any additional relevant information that supports the request.

Section IIIB—ALTERNATIVE DIVERSION REQUIREMENT

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's efforts in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIB-1.).

1. Why does your jurisdiction need an Alternative Diversion Requirement? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

N/A

2. Why is your jurisdiction requesting an Alternative Diversion Requirement in lieu of a Time Extension?

N/A

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

N/A

4. Describe any relevant circumstances in the jurisdiction that contribute to the need for an ADR. Provide any relevant information that supports the request.

N/A

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		64%	Non-residential %		36%
PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
1020-SR-BWR Business Waste Reduction (includes multi-family) 2030-RC-OSP Commercial On-site Pickup 2000-RC-CRB Residential Curbside	Expand	The City will take actions to improve multi-family and business recycling participation. These programs are available, but not fully utilized. The City will work with its hauler to more aggressively publicize these programs and to provide more direct assistance in the hopes of signing up more multi-family and commercial recycling customers. There has been at least one case of a property manager disallowing a recycling program, despite a tenant's wish to have a recycling program, and despite the fact that the program was free. If the City's and the hauler's efforts are not successful at signing up more customers, the City will evaluate a mandatory recycling ordinance.	Customer rates	December 2005	1%
6020-PI-ORD Ordinances	Expand	The City implemented a C/D ordinance in April 2002, which requires contractors to recycle 50%. In addition, C/D debris is segregated for recycling at the hauler's transfer station. These programs have resulted in over 1,000 tons per year of C/D debris being recycled. However, despite the success of the existing C/D programs, the City believes that some of the City's C/D debris is still being disposed of when it could be recycled. The City plans to evaluate its existing program, and develop improvements to the program, if necessary. Improvements may involve increased follow-up with contractors, using landfill records to identify contractors that dispose of large amounts of debris and providing them with public education materials and reminding them of program parameters, and other outreach efforts to contractors, as appropriate.	C/D application fees, customer rates	December 2005	2%
Total Estimated Diversion Percent From New and/or Expanded Programs					3%

	Current Diversion Rate Percent From Latest Annual Report	47%
	Total Planned Diversion Percent Estimated	50%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
Supporting research program	new	The City has examined disposal records for 2002 and 2003, and has found that 15% to 17% of the City's disposal comes from contractors and self-haulers. The City will examine hauler records for 2004, and more detailed landfill records, in order to understand the sources and types of the non-franchised hauler disposal. The City may use this information to develop a mailing list to send recycling public education information to contractors and self-haulers.	December 2005
Supporting research program	new	The City will examine disposal records in order to understand the reasons for the occasional disposal "spikes" which occurred in 2002 and again in 2004, with the goal of taking action to perhaps reduce self-haul and C/D disposal, as appropriate.	December 2005
5020-ED-OUT	expanded	Public education and information programs will be enhanced to increase awareness and participation in existing recycling programs for the multi-family, business and construction sectors. Public education activities will include a combination of flyers, face-to-face conversations at the building permit counter, billing inserts, and telephone calls to key commercial accounts.	December 2005

Section IV B—GOAL ACHIEVEMENT

Goal Achievement describes the activities the jurisdiction will use to achieve the ADR.

Attach additional sheets if necessary..

Residential %			Non-residential %		
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LG/Central/PARIS/Codes/Reduce.htm					
		Total Estimated Diversion Percent From New and/or Expanded Programs			
		Current Diversion Rate Percent From Latest Annual Report			
		Total Planned Diversion Percent Estimated			
PROGRAMS SUPPORTING DIVERSION ACTIVITIES					
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED		

Section V – PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at www.ciwmb.ca.gov/LGCentral/PARIS/.